

1 The Westfield-Washington Advisory Plan Commission held a meeting on
2 Monday, November 16, 2009 scheduled for 7:00 PM at the Westfield City
3 Hall.

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5 **Opening of Meeting: 7:00 PM**

6
7 **Roll Call:** Note Presence of a Quorum

8
9 **Commission Members Present:** Robert Smith, President; Cindy Spoljaric, Vice-
10 President; Dan Degnan, Robert Horkay, William Sanders, Russell Cameron, and Bob
11 Smith.

12
13 **Commission Members Not Present:** Pete Emigh, Bob Spraezt

14
15 **City Staff Present:** Kevin Todd, Senior Planner; and Brian Zaiger, City Attorney

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17 **Approval of the Minutes:**

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19 Motion: To approve the October 19, 2009 Public Hearing Meeting Minutes as presented.

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21 Motion by: Cameron; Second by B. Smith; Vote: Passed by voice vote

22
23 Todd reviewed the Public Hearing Rules and Procedures.

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25
26 **NEW BUSINESS**

27
28 Case No. 0910-DP-08 & 0910-SIT-06
29 Petitioner Bussell Family Funerals, Inc.
30 Description 1621 Greyhound Pass; requests Development Plan Review for a proposed
31 building addition of approximately 1,015 square feet on approximately 1.0
32 acre in the GB District.
33
34

35 Todd reviewed the petition stating that the proposed use is a mortuary and associated
36 office space. He further stated that this petition went before the Technical Advisory
37 Committee on September 22, 2009 and there have been several revisions as a result of
38 that meeting before going before the APC Workshop on November 2, 2009. Todd
39 further stated that the plans presented on November 2, 2009 were fully compliant and are
40 identical to the plans that have been presented this evening. He stated that since the
41 Workshop meeting, staff confirmed that there is an existing sidewalk along the front of
42 the property. Todd added that there are no additional requirements of the petitioner
43 regarding sidewalks or pedestrian access.
44

1 Mr. Ron Bussell introduced his wife, Donna Bussell, who is a funeral director and will be
2 the majority owner of the proposed funeral home. He stated that this will be a full service
3 funeral home, except that the majority of the funeral services will be held at other
4 locations. He discussed parking, modifications to the inside of the building, the addition
5 of the garage, and waste disposal, including medical waste.

6
7 Sanders asked about state requirements regarding hazardous material and other waste
8 being removed.

9
10 Bussell stated that according to the volume of business, waste will be taken care of at
11 least monthly and will be maintained in certified facilities and containers until it is hauled
12 away. He further stated that the state does regulate the operation of funeral homes and
13 will be inspecting the building before it is open for business.

14
15 Spoljaric asked about formaldehyde.

16
17 Bussell responded that formaldehyde comes in sealed containers and is stored in the
18 basement. He further stated that the containers will be re-sealed to be disposed of.

19
20 A Public Hearing opened at 7:11 p.m.

21
22 Mr. Michael Jeffrey thanked Mr. Bussell for changing the plans and making the location
23 of the garage more acceptable. He commented about landscaping, screening, and buffer
24 yard to make sure this is appropriate with code.

25
26 The Public Hearing closed at 7:13 p.m.

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28 Motion: To approve 0910-DP-08 as presented.

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30 Motion by: B. Smith; Second by: Horkay; Vote: 7-0

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32 Motion: To approve 0910-SIT-06 as presented.

33
34 Motion by: Horkay; Second by: Cameron; Vote: 7-0

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36 Todd stated there were some changes made to the APC Rules of Procedures which may
37 be discussed tonight, or can be discussed at the next Workshop meeting.

38
39 Spoljaric stated that a January 1, 2010 start date had been discussed, but it appears to
40 have been moved to February.

41
42 Todd responded that after further consideration, there may be some conflict in notice
43 since there is already a January 2010 meeting scheduled; therefore, petitioners who file in
44 December are expecting to do one notice requirement, which may cause some confusion.

1 It was believed that making the changes to the rules effective in February would be a
2 cleaner transition.

3
4 Smith encouraged the Commission to get any comments on the APC Rules of Procedure
5 to staff before the January Workshop meeting.

6
7 **CITY COUNCIL LIAISON**

8
9 B. Smith stated the ordinances for temporary use and special events were introduced at
10 the Council and have been passed on to the APC to hold a public hearing.

11
12 **ADJOURNMENT** (7:20)

13
14
15 Approved (date)

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17
18 _____
19 President, Robert Smith, Esq.

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22 _____
23 Vice President, Cindy Spoljaric

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26 _____
27 Secretary, Matthew S. Skelton, Esq., AICP
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